

Bachelor of Medical Science Honours and Bachelor of Public Health Honours – MMED7004 topics Pre-Placement Compliance Checklist

Placement compliance requirements are an industry pre-requisite for all students and health professionals prior to entering any health facility or workplace. Students will not be allocated a placement until all compliance criteria are completed and uploaded to InPlace.

Students are responsible to:

- Allow adequate time to complete all pre-placement requirements
- All documents must be valid for the entire duration of your placement.
- Keep all ORIGINAL documents safe and secure in a placement folder which is taken to all placements.
- Upload all required documents via InPlace. Consult the [InPlace Guide](#) for help.
- Complete any additional venue specific compliance requirements, if requested.

Further information can be found on our [website](#).

Requirement	Detail	Completed (✓)	Expiry
Fitness for Placement Declaration	Declare fitness for placement by reading and acknowledging the Fitness for Placement statement on InPlace	<input type="checkbox"/>	per year
Access Plan	Read and acknowledge statement. If you have an Access Plan, you will need to discuss your placement options with your Topic Coordinator	<input type="checkbox"/>	indefinite
Student Consent for Placement	Read and acknowledge the relevant essential conditions around Student Consent for Placement on InPlace.	<input type="checkbox"/>	indefinite
Intellectual Property for Placement – IP Transfer & Counselling video	Read the student IP Transfer declaration on InPlace and acknowledge. Watch the IP Counselling video via InPlace and acknowledge important information regarding intellectual property whilst on placement.	<input type="checkbox"/>	indefinite
Emergency Contact Details	It is mandatory that you provide/update your Emergency Contact details on the Student Management System.	<input type="checkbox"/>	per year
Work Health and Safety Declaration	Please upload completed Work Health & Safety Declaration with your name and signature and the name and signature of your supervisor. The form can be downloaded from the current MMED7004 Topic FLO page	<input type="checkbox"/>	indefinite
Ethics Approval for MMED7004 project	Does your project require research ethics approval? If yes, please upload the ethics approval letter to InPlace	<input type="checkbox"/>	indefinite
Flinders University Biosafety Training Modules	Does your project involve working in a laboratory? If yes, you must complete Biosafety Training (modules 1 and 2) . Training can be found on FLO (search Flinders University Biosafety Training <i>current year</i>). Upload certification to InPlace. The training is valid for 3 years.	<input type="checkbox"/>	3 years